

## RFP Questions and Clarifications Memorandum

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**To:** Vendors Responding to RFP Number 3790 for the Mississippi Department of Health (MSDH)  
**From:** Craig P. Orgeron, Ph.D.  
**Date:** July 29, 2015  
**Subject:** Responses to Questions Submitted and Clarifications to Specifications  
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### RFP Number 3790 is hereby amended as follows:

1. Section VII Technical Specifications, Item 7.2 is being modified to read:

**The State prefers an “off-the-shelf” LIMS software package that is designed, installed, and verified by the contractor and is capable of being customized configured through the interface by the MPHL and not by programmers to meet the changing needs of the laboratory clients.**

2. Section VII Technical Specifications, Item 7.3 is being modified to read:

**The system shall be maintained through cloud services, with ongoing technical assistance and maintenance for the duration of the contract term. The contractor shall provide guidance with regard to customization configuration.**

3. Attachment A, Item CR#9 is being modified to read:

**Standard and Customizable Configurable Reporting and Queries of Data and Submitters by various MPHL defined parameters;**

4. Attachment A, Item CR#9.7 is being modified to read:

**Intuitive report writer application with ability to easily create customized configured reports for sample results or for use as record of queries**

Vendor must include in their proposal a response to each amended requirement as listed above. Vendor must respond using the same terminology as provided in the original requirements.

The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

**Question 1:** There are several EDD formats that the EPA uses for the interchange of lab and sample data. Could you please call out the EDD format desired to satisfy requirement 6.5 of Attachment A?

**Response:** As a member of the Environmental Response Laboratory Network (ERLN), the Mississippi Public Health Laboratory (MPHL) has been required to use the WebEDR format in previous events. WebEDR instructions include this wording: Upload data using an ERLN Type 1, Type 1t, or Type 2 deliverable, upload an XML (using SEDD 5.1 or 5.2) or upload an interim ERLN EDD file.

See attached Exhibit A, ERLN WebEDR factsheet (Laboratory Section). The EDD format is in the RFP as a requested feature only if currently available in the proposed LIMS.

**Question 2:** For the reports called out in the RFP, could you please provide examples of the reports that the lab is currently using to meet these reporting needs?

**Response:** Examples of a few reports are attached for both sample result reports to submitters (external) and for reports created for use in the laboratory (internal). Please be aware that the MPHL has issues regarding the construction of these reports in our current LIMS but they do provide some of the basic information that we need. There is one example of an external chemistry report for fluoride. The current in-house system for chemistry does not produce chemistry reports. Chemistry reports will include multiple analytes.

There are multiple report types the MPHL wishes to produce, see RFP Attachment A, 9.5 and 9.6. These include by sample type-receipt to report (turn-around-time), by sample type and/or date of receipt-in house status (received, incomplete, resulted, authorized, released), by sample type- total test volume

See attached Exhibits:

External:

Exhibit B, Fluoride Sample Report

Exhibit C, Microbiology Boil Water

Exhibit D, Microbiology Monitoring

Internal:

Exhibit E, Fluoride Status

Exhibit F, Incomplete Data Entry (demographics) for a specific date range

Exhibit G, All rejected samples selected by sample type (bact) by date range

**Question 3:** Does the fax server mentioned in requirement 8.6 of Attachment A (RightFax) support the use of web services for the interface? If not, what methods of interface are available with that software?

**Response:** The MSDH currently uses a RightFax Enterprise Server. The use of the MSDH RightFax server may be possible but the process used by the software would have to be developed in conjunction with the MSDH Informatics department. Vendor must include the cost of this development on the cost submission form. If the proposed LIMS has a fax component, vendor must describe details for MSDH to understand the options.

**Question 4:** Several sections of the RFP discuss remote maintenance of the system by Department personnel. Does the laboratory wish to maintain the system on their own while it is hosted at vendor facilities?

**Response:** The MPHL plans for the system to be fully maintained by the hosting contractor.

We recognize the RFP incorrectly contains forms of the word “custom” in the document in several places which should be replaced by forms of the word “configure”. As outlined in the revised specifications above.

**Question 5:** A .NET environment is mentioned twice in the document. Is this a requirement?

**Response:** A .NET environment is not a requirement but will be considered in the scoring of the vendor’s response in:

Section VII, Item 16.1.6 Consist of an Enterprise ready .NET environment; as well as

Attachment A, Requirements Matrix, Item 14.6 Enterprise ready .NET environment.

**Question 5a:** Will systems utilizing environments other than .NET be considered as acceptable alternatives?

**Response:** Systems utilizing other environments will be considered.

**Question 6:** Will vendors that are not ISO certified be considered for this project?

**Response:** Vendors who are not ISO certified will be considered. ISO certification will be considered in the scoring of the vendor response in:

Section VII, Item 19.1.3, Be ISO Certified and have an audited Quality Management System in place.

**Question 7:** Is there flexibility in the Dec 31, 2015 “go live” date? This is a highly aggressive schedule, especially considering the proposed implementation start-up on 11/1/15. Regardless of the vendor, most LIMS implementations of this scale require 6-12 months?

**Response:** The MPHL has long recognized a 6-12 month timetable for implementation and completion of a functional LIMS with the desired scope. RFP statement Exhibit A 2.1 “unless a change in this date is mutually agreed to in writing by the State and the Licensor.” allows for a change in the timetable. 3.4 defines how changes in time frames and target dates will be incorporated into the Agreement. Section VII at 11.1.1, 11.1.2, 13.1, and 14.1.1.1 provides references to expectations in the implementation progress.

**Question 8:** Bi-directional communication is mentioned twice with respect to the SDWIS database. Such data transfers are typically one-way, data from the laboratory (formatted per specifications) to the online database. Please clarify the need for downloading data from the online database.

**Response:** The proposed LIMS will be required to import demographic information from SDWIS/State (PWSID, names, addresses, phone numbers, fax numbers, sites, locations etc.) to keep the LIMS demographic database up to date throughout each day. It is anticipated that the LIMS will support sample collection scheduling which may be imported from SDWIS/State.

RFP responses are due August 12, 2015, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above or if we can be of further assistance, please contact Patti Irgens at 601-432-8223 or via email at [patti.irgens@its.ms.gov](mailto:patti.irgens@its.ms.gov).

cc: ITS Project File Number 41582